



HUMAN RESOURCES/CIVIL SERVICE
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CIVIL SERVICE COMMISSION
Meeting Minutes
October 9, 2013
11:00 AM
CONFERENCE ROOM 3B

Roll Call

Chairman Tim Matthewson called the meeting to order. In attendance were Commissioner Geraldine George, Denise Janey – Chief Examiner, Dianne Rosemark – City of Danbury Counsel, Walter Arteaga, Timothy Smith, David Hrabcsak, Christopher Gallo

NEW BUSINESS

Minutes of Meeting

Commissioner George made a motion to accept the previous meeting minutes. Chairman Matthewson seconded the motion. Motion passed.

Review of Appeals: Operator I

Applicant #206 appeal denied. It was determined that the applicant did not meet the posting and application requirements since he did not submit the required two application copies. Motion made by Commissioner George to deny the appeal. Chairman Matthewson seconded the motion. Motion passed.

Applicant #208 appeal denied as the applicant did not meet the minimum qualifications for the position and did not submit his appeal prior to the written examination. Motion made by Commissioner George to deny the appeal. Chairman Matthewson seconded the motion. Motion passed.

Applicant #212 appeal denied. It was determined that the applicant did not present evidence of knowledge in the methods, standards and practices of water treatment used in a Public Utility system (sewer and water) as required by the position. Commissioner Mathewson made a motion to deny the appeal. Chairman Matthewson seconded the motion. Motion passed.

Review of Appeals: Fire Lieutenant

Applicant #2 Commissioner Matthewson recommended tabling this item so that a review oral examination, identification of the benchmark, and amount of credit given for this test question is addressed. At the conclusion of the review, a final determination will be made. Commissioner George made a motion to accept this plan. Chairman Matthewson seconded the motion. Motion passed.

Applicant #26 This item was determined to be a complaint, not an appeal. Chairman Matthewson made a motion to have the Chief Examiner identify the areas of concern in the written test process. Once complete, summarize those items and communicate recommendations to the Human Resource and Fire Departments. Chairman Matthewson made a motion to accept this approach. Motion was seconded by Commissioner George. Motion passed.

Adjourn

Chairman Matthewson made a motion to adjourn. Commissioner George seconded the motion. Motion passed.

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